

ATTACHMENT D

MINUTES OF THE COMPLETE STREETS COMMISSION OF THE CITY OF LOS ALTOS,
HELD ON WEDNESDAY, OCTOBER 23, 2019 AT 7:00 PM AT THE GRANT PARK
COMMUNITY CENTER, 1575 HOLT AVENUE, LOS ALTOS, CALIFORNIA

PRESENT: Nadim Maluf (Chair), Stacy Banerjee, Randy Kriegh, Jenny Lam, Tom Madalena (Staff Liaison)

ABSENT: Suzanne Ambiel (Vice Chair), Paul Van Hoorickx, Herprit Mahal.

PUBLIC COMMENTS

None.

ITEMS FOR CONSIDERATION/ACTION

1. Minutes

Approve Minutes of regular meeting on August 28, 2019

Upon motion by Commissioner Banerjee, seconded by Commissioner Lam, the Commission approved the Minutes of regular meeting on August 28nd with the following comments.

- Location of the meeting should be Los Altos City Hall – Community Chambers, not Los Altos Youth Center.
- Add the following to Commissioner Reports and Comments section: City Council and CUSD held a Subcommittee meeting which included safe routes related discussion.

Approved with the following vote:

AYES: 4. NOES: 0. ABSTAIN:0. ABSENT: 3. Passed 4-0

2. Fremont Avenue Pavement Rehabilitation

Jaime Rodriguez, City's transportation consultant, along with Daniel Leary and Anoop Admal from Bellecci and Associates presented the item to the Commission. Bellecci and Associates is the selected consultant team responsible for project design.

Commission was introduced to the project's work scope of pavement rehabilitation on Fremont Avenue, and the City's intent to take this opportunity to implement striping, signage and other safety improvements. Since a portion of the project is funded by grant from the One Bay Area Grant (OBAG) program, the project will have to go through an environmental review process with Caltrans, which is estimated to take approximately 10 months. City staff conducted a community open house prior to this meeting to give a chance for the community to look at the design and provide comments.

PowerPoint presentation included the following information:

- Map of Project Environment: predominantly residential neighborhood, few churches, Stanford medicine, and highway 85.
- Pavement Dig-out repair areas: Explanation of asphalt repair areas and indicated location of existing pedestrian pathways and crosswalks.
- City's traditional pavement rehabilitation methods and newer methods were considered for this project with the introduction of Cold in-place recycling, a more expensive but sustainable repair method.
- Bike lane considerations: A look at existing bike lane and consideration for solid green and dashed green street markings.
- Construction staging and detour route during construction.
- Project schedule:
 - Design phase: Spring 2020.
 - Caltrans review: Summer 2020.
 - Project bid: Winter 2020.

City staff plans to return with this item with completed design in February 2020. City Staff seeks input from the Commission to advise design phase following the presentation.

Question from Commission:

- What kind of topics are included in the Caltrans Review? Will there be any traffic studies?
 - Caltrans will require types of study depending on project environment and work scope. Project close to a creek may require study for wildlife impact, excavation depth may trigger research on tribal burial areas. Traffic studies are usually only required when there are proposed changes of the roadway configuration such as lane reduction. Traffic study requirement for this project is not anticipated at this time.
- Is this one of the segments that will be looked at with the Complete Streets Master Plan? Will the work be coordinated?
 - Concept plan line for the Complete Streets Master Plan will not include Fremont Avenue anymore since this project will take care of it.
- Will traffic accident data on Fremont Avenue be reviewed for the development of the design?
 - Yes, speed, volume and accident data has been collected and will be brought to presentation in the February meeting.
- What are the criteria that are used to determine the type of pavement treatment option?
 - In addition to the survey that determined percentage of roadway failure, the team also took samples of roadway surface by "coring" down from the surface. Using all the data, the design team will draft a report with recommendation for a single treatment.

- Is there any trade-off when we are considering environmental options?
 - When it comes to environmental effort required by Caltrans, City will have no choice but to follow their instruction. When we are looking at environmental considerations for pavement options, it is up to the City and Community to determine how environmentally friendly we would want to be with added construction cost to do pavement recycling. Cold in-place recycling is a relatively new method, and there are not much data that supports the estimated pavement life of 12-15 years so far.
- Commission would like more data on recycling method to be able to weigh the trade-off in February.
- Is there any consideration for pedestrian in this project?
 - Yes, there is. Existing pathways and crosswalks are looked at as part of the project, and staff will pick up any inputs from the community.
- With the grant funding of \$336,000 in mind, what does our budget look like with the options presented?
 - It is roughly estimated that it will be around \$800,000 for microsurfacing, \$1.3 Million for overlay, and \$1.9 Million for cold in-place recycling.
- What is meant by Complete Streets consideration on the report? What aspects of the project contributes to Complete Streets?
 - Buffered bike lane, green striping, high visibility crosswalks, and improvements on existing pedestrian pathways are all considered Complete Streets improvements.
- How we keep track of the project and its progress?
 - There will be a project website with updates on project.
www.losaltosca.gov/FremontAvePavementRehab

Public Comments:

- Concerned with the quality of existing roadway on Fremont Avenue. Multiple utility patching and cracks over the roadway. Would like to see pedestrian pathway improvements as well. Wider range of community should be notified about the project.
- Concerned about the work scope changing from simple paving job into something different especially with Federal grant involved.

Comments and Feedback from Commission:

- Good opportunity to look at Complete Streets options. Think about connectivity if we are doing bike lane. Agree with the previous public speaker's point, adding Complete Streets treatments to this project may come short.
- Would like broader public outreach notification. Looking forward to the completed design with presented Complete Streets improvements.

- Encourage staff to continue collecting feedback from the community.
- Fremont Avenue is very congested during peak time. Although this is not part of work scope, this should be looked at.
- Cut through traffic issue.
- Fremont Avenue is very difficult to cross.
- Bike lane issue through corridor and at each of project limits.
- Public outreach is very important for a project to be successful. Encourage staff to not lose track of the community during the elongated design and review process.

3. Development Project Review: 4350 El Camino Real

Associate Planner Seam Gallegos presented the design review application for a new five-story multifamily development with 47 units. This item was brought back in order to address comments received from the Commission in the August meeting.

Presentation included consideration of the following topics:

- Driveway design and location.
- Removal of right turn lane on Los Altos Avenue.
- Parking restriction.
- Number of on-site parking spaces.
- Loading zone consideration.
- VTA bus stop modifications.
- On-site bicycle facilities.
- Elevator size to accommodate bicycle users.
- Landscape improvements.

Question and comments from Commission included the following topics:

- Delivery and moving truck access.
- Number of bicycle storage.
- Impact from new no parking zone.
- Number of parking spaces per ordinance.
- Landscaping plan and El Camino Real streetscape plan.
- VTA shelter and loading zone.
- Driveway location.
- New EV charging regulation.

Motion made by Commissioner Banerjee, seconded by Commissioner Lam to forward the item to the Planning Commission and the City Council with the following recommendation:

- Follow staff recommendation in the staff report.

- Follow the number of parking under the City Ordinance.
- Remove parking on El Camino Real.
- Review trash pick-up area for safety.
- EV readiness on for parking lot.
- Additional bicycle storage: 60 Class I bicycle parking.

Approved with the following votes: AYES:4 NOES:0 ABSTAIN:0 ABSENT:3. Passed 4-0

4. Complete Streets Master Plan

Verbal update from Staff Liaison Tom Madalena on the status of Complete Streets Master Plan RFP. Staff received a total of 1 proposal and is planning to start review and selection process shortly.

5. Cuesta Drive – Arboleda Drive Traffic Calming Project

Verbal update from Transportation Consultant Jaime Rodriguez on the design of Cuesta Drive – Arboleda Drive Traffic Calming Project. Comments on 65% design were sent back to Alta Planning. New all way “STOP” at Cuesta Drive and Clark Avenue to be installed by City Staff prior to project construction. 95% design is expected November 2019.

Question and comments from Commission:

- Will the new “STOP” sign installation change any aspect of the design?
 - No.
- Will there be any improvements on shoulder/swale area?
 - That will not be part of this project. Shoulder/swale area is under property owner’s responsibility to maintain.
- Encourage staff to revisit the shoulder area in question (revisit Jim Fenton’s question from past meeting).

Public Comments:

- Appreciate staff’s effort and looking forward to the project.
- Comments on cut-through issue and pedestrian safety.

6. Capital Improvement Program (CIP) – Transportation Projects Update

Verbal update from Jaime Rodriguez on Transportation CIP. Next update at the January meeting with quarterly updates moving forward.

Question and Comments from Commission:

- Clarification on Fremont Avenue Pavement Rehabilitation CIP budget.
- Some CIPs were not on the list, would it come to Complete Streets Commission?

- Some CIPs such as First Street Streetscape project is lead by other Department within the City and is not included in the list provided.
 - How many projects are on Schedule? How do we keep track of project delivery responsibility?
 - Many projects are far off from original proposed schedule such as Cuesta Drive. Staff is open for suggestion for project tracking system.
7. Complete Streets Commission Work Plan
Verbal update from Tom Madalena. This will be brought back to Commission with the Quarterly update.

INFORMATIONAL ITEMS

8. Monthly Staff Report
- Proposed date change for November 27th meeting since it is a Thanksgiving holiday.
 - Open house meeting similar to this evening will take place almost every month for the next 6~8 months.
 - Tom Madalena will be taking over the role of Staff Liaison as Jaime Rodriguez will shift focus to project design.

COMMISSIONERS' REPORTS AND COMMENTS

None.

POTENTIAL FUTURE AGENDA ITEMS

- Quarterly meeting with Police Department.
- Work plan and next year's agenda items.
- Forming subcommittee.

ADJOURNMENT

Chair Nadim adjourned the meeting at 9:55 PM

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE
CITY OF LOS ALTOS, HELD ON THURSDAY, OCTOBER 18, 2018 BEGINNING AT
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,
LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Vice Chair Samek, Commissioners Ahi, Bodner, Lee, Meadows and Mosley

ABSENT: Chair Bressack

STAFF: Community Development Director Biggs and Planning Services Manager Dahl

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. Planning Commission Minutes

Approve the minutes of the September 20, 2018 Regular Meeting and Study Session.

Action: Upon motion by Commissioner Meadows, seconded by Commissioner Bodner, the Commission approved the minutes from the September 20, 2018 Regular Meeting and Study Session as amended.

The motion was approved (4-0-2) by the following vote:

AYES: Bodner, Lee, Meadows and Samek

NOES: None

ABSENT: Bressack

ABSTAIN: Ahi and Mosley

SPECIAL ITEM

2. Commission Reorganization

Election of Chair and Vice Chair

Action: Upon motion by Commissioner Meadows, seconded by Commissioner Bodner, the Commission nominated Vice-Chair Samek as Chair.

The motion was approved (6-0) by the following vote:

AYES: Ahi, Bodner, Lee, Meadows, Mosley and Samek

NOES: None

ABSENT: Bressack

Action: Upon motion by Commissioner Meadows, seconded by Commissioner Bodner, the Commission nominated Commissioner Lee as Vice Chair.

The motion was approved (6-0) by the following vote:

AYES: Ahi, Bodner, Lee, Meadows, Mosley and Samek

NOES: None

ABSENT: Bressack

STUDY SESSION

3. **18-PPR-06 – Gregory and Angela Galatolo – 4350 El Camino Real**

Design Review Study Session for a new multiple-family development at the corner of El Camino Real and Los Altos Avenue. The proposal includes 45 condominium units in a five-story building with two levels of underground parking. *Project Planner: Dahl/Gallegos*

Planning Services Manager Dahl presented the staff report.

Project applicant Angie Galatolo Project architect Alex Siedel presented the project, providing an overview of the architectural design, noting that it is a good location for high density housing and will have a similar density to other nearby projects on El Camino Real.

Public Comment

Eric Steinle, resident and president of the Peninsula Real Homeowner's Association, expressed concern that the proposed five-story height is inconsistent with the surrounding context and noted that the proximity of the project's driveway could conflict with the existing driveway of their multi-family building and that the trash pick-up should be located along Los Altos Avenue.

Eric Noveutube, neighboring resident, noted the project incorporated a good use of materials, but expressed concern that the driveway on El Camino Real could create issues and that the project could create shadows and glare.

Commission Discussion

The Commission discussed the project and provided the following comments:

- Vice-Chair Lee:
 - Good scale/mass breakdown;
 - Good focus on corner design;
 - Use a better wood material;
 - Concerned about scale and overall height;
 - Too tall and needs a better relationship to surroundings - four stories would be a better transition to neighboring properties;
 - The garage entry on the El Camino Real is a concern;
 - Provide better landscaping between adjacent buildings – more detail on the plans; and
 - Need to better understand the function/purpose of the proposed porches on Los Altos Avenue.
- Commissioner Meadows:
 - An initial study should be done since it is a gas station site – potential for contaminants needs to be explored;
 - More details needed on courtyard – show that project meets minimum open space requirements;
 - Look at material treatments on all elevations;
 - Likes Corten steel elements;
 - Needs more benefits/amenities to support an 80 percent density bonus;
 - Evaluate the entry at the street corner a bit more;
 - Consider privacy for side/rear facing windows;
 - Need to provide for loading spaces; and
 - Improve mix of BMRs (size/beds) and identify the amenities project provides.

- Commissioner Bodner:
 - Rethink the driveway on El Camino Real – will have circulation impacts;
 - Explore a better location for garbage on El Camino Real;
 - Use more interesting landscaping;
 - Good mix of materials;
 - Look at a delivery area on Los Altos Avenue;
 - Placement of courtyard next to the adjoining multi-family is a good location;
 - Expressed concern with size of density bonus;
 - Review window reflectivity on neighbors; and
 - Improve prominence of entry.

- Commissioner Mosley:
 - Study garage entrance on El Camino Real;
 - Concerned about five-story height; significantly taller than adjacent buildings; and
 - Need more affordable units – improve size and number of bedrooms in the affordable unit mix.

- Commissioner Ahi:
 - Consider a mixed-use project;
 - Concerned about size of density bonus;
 - Concerned about side yard setbacks – improve placement of balconies;
 - Provide a solar study to evaluate shadows on adjacent properties;
 - More attention needed for the side/rear elevations;
 - Work on the corner element adjacent to the street intersection;
 - Study the driveway location; and
 - Use the courtyard space as a buffer to neighboring properties.

- Chair Samek:
 - Make sure the context elevations are to-scale;
 - Look at newer adjacent buildings;
 - Okay with height in this context/setting;
 - Density should be balanced with more BMR units and amenities; and
 - Work on placement of the parking garage driveway.

COMMISSIONERS' REPORTS AND COMMENTS

None.

POTENTIAL FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Chair Samek adjourned the meeting at 8:38 P.M.